

19 July 1983

MEMORANDUM FOR: Robert R. Simmons
Staff Director
Senate Select Committee on Intelligence

VIA:
Office of Legislative Liaison

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FROM:
Office of Training and Education

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SUBJECT: Visit to Capitol Hill by CIA's Advanced
Intelligence Seminar

1. I am pleased that you will be available to meet once again with members of our Advanced Intelligence Seminar. Arrangements made thus far are for us to spend Tuesday, 26 July 1983, on Capitol Hill. We are scheduled to meet with Representative Stan Parris in the morning and would like to meet with you or members of your staff sometime that afternoon. The panel session you arranged for a similar seminar in early May was very well received by the students, and something comparable would be satisfactory.

2. I am attaching an information sheet about this training program which includes some general information on the students who normally participate and the course objectives. If you have any questions, please feel free to call me on

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Attachment

ADVANCED INTELLIGENCE SEMINAR

FACT SHEET

The Advanced Intelligence Seminar was established in 1969 to broaden the intellectual and professional horizons of middle level officers. This is done by exposing them to areas and subjects that they normally would not contact in the conduct of their jobs. The course is two and a half weeks long and consists of three blocks: three days on the Agency and the Intelligence Community; one week on international affairs; and one week on domestic affairs. The purpose is to make the students aware of problems in these areas and to stimulate their interest for further study.

The Seminar has 25 members who have been selected from each of the major elements within the Agency. The grade level is GS-13 through GS-15, and the average participant has had 15 years of Agency experience. The members collectively represent a wide variety of work experience; the class overall includes some area analysts, field officers, scientific and technical specialists, and administrative and support officers.

The normal format is for the speaker to present 45 or 50 minutes of prepared remarks; a short coffee break is taken, and the remainder of the session is devoted to a question-and-answer period. The Seminar is informal; all remarks are off-the-record, and, to encourage direct and frank exchange, the entire session is non-attributable.

The Seminar is conducted at the Chamber of Commerce Building at 4600 North Fairfax Drive, Arlington, Virginia. The building is near the intersection of North Fairfax Drive and Glebe Road. A map of our location is enclosed.

Further information about the Seminar will be provided by the members of the staff. They can be reached on [redacted] or if calling long distance, collect, [redacted]. The mailing address is, "Central Intelligence Agency, Office of Training and Education, Intelligence Training, Washington, DC 20505."

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